



# Change User Locator Information

This form is to update user information for changes in location, e-mail, phone, etc..

## New Information for User

### Section A: User Information

Last Name	First Name	Middle Initial
Official User Name (last name + number)	Clearance Level (Q, L, P)	Citizenship (if not U.S., include VTS/Fast Track numbers)
Unclassified E-mail	Phone	
Regular LC User Name	UID (for LC use only)	

### Section B: LLNL Employees Only

Directorate/Department/Division	Employee Number	L-Code
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### Section C: Non-LLNL Employees Student Information, and LLNL Off-Site Only Users

Complete Company or School Name and Address (including ZIP code)		
Please specify current mailing address, if different from address specified above.		
Company Supervisor or Academic Advisor Name (please print)	Company Supervisor or Academic Advisor Phone	

## Old Information for User

### Section D: User Information

Last Name	First Name	Middle Initial
Official User Name (last name + number)	Clearance Level (Q, L, P)	Citizenship (if not U.S., include VTS/Fast Track numbers)
Unclassified E-mail	Phone	

### Section E: LLNL Employees Only

Directorate/Department/Division	Employee Number	L-Code
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### Section F: Non-LLNL Employees Student Information, and LLNL Off-Site Only Users

Complete Company or School Name and Address (including ZIP code)		
Please specify current mailing address, if different from address specified above.		
Company Supervisor or Academic Advisor Name (please print)	Company Supervisor or Academic Advisor Phone	

## Additional Information

### Section G: Comments

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### Section H: User Agreement

I verify that the above information is complete and accurate to the best of my knowledge.

User Signature	Date
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## Mail or fax completed forms to LC Customer Service Group

Lawrence Livermore National Laboratory, PO Box 808 L-63, Livermore CA 94551 • Fax (925) 422-0592

Questions? Contact the LC Customer Service Group by phone at (925) 422-4531, Option 2 or send e-mail to lc-support@llnl.gov